



## **Frequently Asked Questions**

### **Alcohol Service Rules & Regulations**

#### **Is alcohol service allowed during rentals at any City of Shoreline facilities?**

Alcohol service is allowed during rentals at the following City of Shoreline facilities:

- Indoor Facilities
  - Richmond Highlands Recreation Center
  - City of Shoreline City Hall
- Outdoor Facilities
  - Richmond Beach Terrace
  - Cromwell Park Amphitheater

#### **What rules I would be expected to follow?**

- A WSLCB Banquet Permit is required for any rental event wishing to serve alcohol.
- Attendance at the event must be by invitation only, not open or advertised to the public.
- Liquor must be free of charge, or brought by individuals attending the event. No separate or additional charge may be made for liquor, and donations cannot be accepted.
- The event cannot be for business promotions.
- Liquor must be purchased from a retail store at full retail price.
- Package deals are allowed that may include, for example, the cost of dinner, liquor and entertainment. To ensure participants receive an equal share, tickets exchangeable for drinks may be issued as part of the package price. No profit may be made from the packaged deals.

#### **What type of alcohol can we have at our event?**

Alcohol service includes the serving or consumption of beer (in individual bottles and cans, no kegs), wine and champagne only. No other alcoholic beverages are allowed.

#### **Can alcohol be sold during our event?**

The sale of alcohol is not permitted at any event on City of Shoreline property.

#### **Who can serve alcohol during our event?**

All alcohol service is the responsibility of the renter. While a Washington State Licensed Bartender is not required for most rentals, it is recommended as a way to provide responsible alcohol service at your event.

#### **Will there be a City staff person at the event?**

A City Facility Attendant (21 years of age or older) will be present during your event as the designated contact person for the City.

**What is an *Event Sponsor* and what are their responsibilities?**

- The Event Sponsor is a person from the rental party responsible for making decisions during the event.
- This person will be the designated contact person for City staff.
- Because of their responsibilities, the Event Sponsor shall not be intoxicated at any time during the event.
- The Event Sponsor is responsible for the conduct and behavior of all event attendees, ensuring that no one under the age 21 will be served alcohol or be in the possession of alcohol at any time.
- The responsibilities of the Event Sponsor include
  - (1) ensure compliance with all WSLCB rules, regulations and permit conditions;
  - (2) ensure compliance with all City rules, regulations and permit conditions; and
  - (3) provide adequate security and supervision for all persons at the event.

**Do I need to haul all my recyclables and trash away?**

The Shoreline Parks Department will haul trash away and provide extra garbage receptacles for large groups.

**I know that smoking is banned at all City Facilities, both indoors and out, but since we are renting a facility can our guests smoke outside if they are not within 25' of a public place or place of employment?**

Smoking is prohibited by ordinance in all City parks and facilities, including the grounds outside City Hall. Renting a facility does not change this.